

Indiana Department of Education

Division of Professional Standards

Dr. Suellen Reed, Superintendent

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Division of Professional Standards Office Location: 101 West Ohio Street, Suite 300



MEMORANDUM

To: Superintendents
Principals
Directors of Special Education
Directors of Career and Technical Education
Unit Heads
Licensing Advisors

Charter Schools From: Shawn Sriver, Director, Division of Professional Standards Date: July 6, 2007 RE: Additional Information on Indiana Code 20-28-5-3, as added by Public Law 166

2007 (House Enrolled Act 1116 (P.L. 166-2007)—CPR Certification

The purpose of this memorandum is to provide updated information and additional clarification to our memorandum of May 24, 2007, regarding CPR Certification.

Approved Providers

Per IC 20-28-5-3, the advisory board of the division of professional standards has the authority to approve providers for CPR-Heimlich certification in addition to the American Red Cross and the American Heart Association. At their June 20, 2007, meeting, the advisory board approved the language to include the following providers:

1. An accredited Indiana school district that offers a program led by a trainer certified by the American Red Cross and utilizing a curriculum approved by the American Red Cross.
2. A regionally accredited Indiana college or university that offers a program led by a trainer certified by the American Red Cross and utilizing a curriculum approved by the American Red Cross.

At this time, these are the only approved providers that allow applicants for licensure purposes to meet this law. We will be asking our advisory board to approve additional providers at our next meeting in September.

CPR Certification Approval

School superintendents or their designee check and approve certification for applicants for substitute teaching permits, emergency permits, occupational specialist licensure, and transition-to-teaching permits. Licensing advisors check and approve certification for applicants for in-state recommendations for licensure.

Currently, we are updating our application forms and license recommendation coding forms. Once these are available, we will make these available to you. In the interim,

we are providing a temporary form that you may use. This temporary form should be included with the person's application packet until the permanent forms are ready.

The check box will read:

I certify that I have seen a valid certificate from either the American Red Cross or the American Heart Association verifying that the applicant has completed training in cardiopulmonary resuscitation that includes a test demonstration on a mannequin and removing a foreign body causing an obstruction in an airway through the Heimlich maneuver.

Substitute Permit Renewals

Any person who has been issued a substitute permit through any school district since January 1, 2003, is exempt from the CPR certification requirement when renewing the permit. We are revising our application to include a check box for renewals and will change our procedure to show the term "renewal" on the actual permit. In the interim, you may provide either a cover memo indicating that the request is for a renewal **OR** include a copy of the previous permit.

Attachment: CPR Verification Form